Transition Timelines for Early Intervention And Early Childhood Special Education*

Anytime between birth and 2.9
Enrollment in Early Intervention
Transition discussions occur with family
If family calls SD, SD uses tracking form to notify AzEIP

2.0 – 2.6
Service coordinator holds IFSP Transition Planning meeting and informs parent of 1). transition process/requirements and 2). option to opt out of notification to the school district. If the parent chooses to move forward, service coordinator provides district with PEA Notification/Referral Form.

2.6 – 2.9
Service coordinator responsible to schedule and facilitate Transition Conference (TC) between 2.6 and 2.9 at a time and place convenient for the family.. The purpose of the TC is to provide the family information about potential programs. When PEA Notification/Referral (point of referral) occurs, district provides Prior Written Notice (PWN) for referral and Procedural Safeguards.

If parent is sure of referral prior to TC, the service coordinator will, with parental consent, forward records to district with PEA Notification/Referral Form. TC between 2.6 and 2.9 would focus on developing transition plan.

2.9 – 2.10 ½
Initial IFSP completed. AzEIP does initial eligibility and IFSP. Sends Notification/Referral Form to district (unless parent opts out) or invites district to IFSP/Transition meeting if parents request a meeting. District receives PEA Notification/Referral form and begins referral process with RED of AzEIP Information and places child on database of transition children (late Referral **to** Part C's will be deducted from in-by-3 data calculations). Places child as close to three as possible.

2.9 – 3.0
Eligibility or ineligibility for special education is determined and the IEP is developed by the child's 3rd birthday.

2.10 ½ - 3.0
Family calls AzEIP. AzEIP contractor provides family with contact information for the appropriate school district. AzEIP contractor does not count as a referral to AzEIP. District treats as regular referral. Does not include on transition database.

*Based on Office of Special Education Program's Frequently Asked Questions 12.1.09 and 8.10

2011